

Town of Spring Lake
Work Session Meeting of the Board of Aldermen
Municipal Building
300 Ruth Street
Spring Lake, NC 28390

April 12, 2021

MINUTES

6:00 p.m.

The Spring Lake Board of Aldermen held a work session meeting in the Grady Howard Conference Room of the Spring Lake Municipal Building with Mayor Pro tem Aziz presiding.

Board Members Present: Mayor Dobbins (via Zoom)
Alderwoman Soña Cooper
Alderwoman Jackie Jackson (via Zoom)
Alderman James O'Garra
Alderwoman Fredricka Sutherland

Others Present:

Samantha Wullenwaber, Interim Town Manager
Jonathan Charleston, Town Attorney
Catherine Bamba, Attorney (via Zoom)
Melissa Pereira, Deputy Town Clerk
Benard Lemon, Audio Visual Coordinator
Troy McDuffie, Police Chief
Jason Williams, Fire Chief
Jay Graves, Director of Parks and Recreation
Doris Snider, Director of Senior Center
Dysoaneik Spellman, Police Lieutenant

2. Invocation and Pledge of Allegiance

Alderman O'Garra gave the invocation and led the meeting in the Pledge of Allegiance.

3. Additions or Deletions

Alderwoman Jackson wanted to delete item 8c approving the Interim Town Manager to Interim Finance Director and item 8d Resolution (2021),5 Appoint Interim Town Manager to Finance Director since we did not discuss. Mr. Charleston stated there is a Resolution approved for the Interim Town Manager to act as the Finance Director. Mr. Charleston stated Adam Lindsay is currently the Interim Finance Director and he is no longer with us. Alderman O'Garra stated Adam Lindsay was an experienced Town Manager, and my Interim Town Manager has no prior experience, and I don't think we want to give her too much power. Alderman O'Garra stated Adam Lindsay was the first Interim Town Manager to be appointed Interim Finance Director because of his expertise. Alderman O'Garra stated he agreed with Alderwoman Jackson to delete. Mayor Pro tem Aziz expressed he don't see how deleting the items will be irrelevant when the items will be discussed in New Business. Mayor Pro tem Aziz stated we can decide to vote or against in New Business. Alderwoman Cooper wanted to delete item 6 Presentation FY 2019-2020 Audit because it will be presented on April 26th Regular Meeting. Alderwoman Cooper stated we have to change legally because it currently has Mr. Adam Lindsay as Interim Finance Director. Alderwoman Jackson agreed about the change, but it doesn't need to be done tonight. Alderwoman Jackson stated we voted on Mr. Lindsay as Interim Finance Director because of experience. Alderwoman Jackson had concerns about our current Interim Town Manager having no experience with the Town's financials. Mayor Pro tem Aziz

stated he will ask for vote on requested items to be deleted from agenda. Alderwoman Jackson and Aldermen O'Garra were at unreadiness.

Action: The Board made a motion to keep item 8c and item 8d from New Business on the agenda.

Motion by: Alderwoman Cooper

Second by: Mayor Pro tem Aziz

Vote: 3-2

Yes	No
Mayor Pro tem Aziz	Alderman O'Garra
Alderwoman Sutherland	Alderwoman Jackson
Alderwoman Cooper	

Alderman O'Garra stated the Attorney works for the Board and recently was paid \$25,000. Alderman O'Garra stated the Attorney making up more bills, and getting paid. Mayor Pro tem Aziz expressed we are talking about the particular issue of appointing Interim Town Manager Mrs. Wullenwaber to Interim Finance Director. Mayor Pro tem Aziz stated we are only talking about the issue at hand with deleting item 8c and item 8d. Alderwoman Sutherland stated the vote has already carried; let's move on.

Mayor Pro tem Aziz added Closed Session N.C.G.S. §143-318.11(a)(4) – Economic Development.

Mr. Charleston asked to delete Item 7a Memorandum of Agreement for Mutual Assistance in Old Business because at this time they are still working on agreement with Cumberland County Sheriff's Department, and will bring back next meeting. Alderwoman Cooper asked if we are still discussing the audit accounts because the Auditor is not presenting. Interim Town Manager Wullenwaber stated we are discussing the audit contract that was reviewed by the LGC, and the LGC asked that the Audit presentation be conducted on April 26th meeting.

4. Approval of Agenda

Action: Approval of the April 12, 2021 Board of Aldermen Work Session Meeting agenda with additions and deletions.

Motion by: Alderwoman Cooper

Second by: Mayor Pro tem Aziz

Vote: Unanimous

5. Approval of Consent Items

Action: Approval of consent items for draft March 22, 2021 Regular Board Meeting minutes.

Motion by: Alderwoman Sutherland

Second by: Mayor Pro tem Aziz

Vote: Unanimous

6. New Business

Amendment to Contract to Audit Accounts

Ms. Wullenwaber asked the Board to approve by modifying due date and audit fee as a result of a higher number of YB findings which require additional time to communicate. Alderwoman Sutherland had concerns about the failing to give presentations, and did not make the Board aware of the weakness of our Town finances in a timely manner, and we should receive a refund or reduction. Mayor Pro tem Aziz asked is the increase in commercial custom in this area. Mr. Charleston stated when the scope of work changes, but its up to the Board. Mayor Pro tem Aziz asked what's the consequences for not accepting this \$5000 increase with the audit contract? Mr. Charleston expressed you have a contract and the work has been performed pursuant to that. Mr. Charleston stated they thought the work was going to change substantially then they would have brought that to you sooner. Mr. Charleston stated you don't know the sequencing of things and now the LGC is involved because the scope has changed. Mr. Charleston stated the scope can change in a material way. Mr. Charleston stated when the auditors come you can let them explain to you why there should be a change. Alderwoman Cooper agreed the date should change but the additional \$5000 I don't agree with because we did not know our audits were not completed until we requested a forensic audit. Alderwoman Cooper stated that's their job to let us know if we have any issues, and give us the proper paperwork we paid them to do. Alderwoman Cooper stated they should have let us know in advance that they needed additional funds. Alderwoman Cooper stated \$25,000 is sufficient and we should vote against an increase. Alderwoman Sutherland stated this is an amendment to the contract, and the LGC should have been involved. Alderwoman Sutherland expressed she doesn't feel they should receive an additional \$5000.

Action: Approval to continue with the original contract stated fee of \$25,000 but modify the date to April 9, 2021.

Motion by: Alderwoman Cooper

Second by: Alderman O'Garra

Vote: Unanimous

Discussion of COVID-19 Reopening Plan

Mrs. Wullenwaber discussed the focus of reopening all town facilities under Governor's Executive Order 204 effective March 26, 2021. Mrs. Wullenwaber asked the Board to open all town facilities on May 3, 2021 as long as the proper signage and masks will still be worn. Mrs. Wullenwaber stated the CEO Mike Nagowski from Cape Fear Valley Hospital would like to set up a location in Spring Lake to administered the J & J vaccine. Mayor Pro tem Aziz asked where will they be located? Mrs. Wullenwaber stated the exact facility has not been determined, however, they prefer administering the vaccine in walk-in clinics not drive thru. Alderwoman Sutherland asked will it be by appointment. Mrs. Wullenwaber stated she will find out next week on how they will establish their set up. Alderwoman Sutherland stated to make sure it is advertised in the Fayetteville Observer and local TV stations. Alderwoman Cooper asked is the vaccine a one-time thing? Mrs. Wullenwaber stated a onetime thing. Alderman O'Garra expressed concerns about the Recreation and Senior center capacity of 75 percent. Mr. Graves discussed the Phase 3 reopening of the Recreation Center. Mr. Graves explained the steps to enter the Rec Center. Mr. Graves discussed all temperatures will be taken, and masks are required. Mr. Graves stated liability waiver forms will be mandatory to sign, and only 75 percent occupancy. Alderwoman Sutherland asked do we have the funds to reopen. Mr. Graves stated yes, we have been limiting our electric use. Alderwoman Sutherland asked is anyone located in the building because of the whole year being closed. Mr. Graves stated no not after 3 pm. Alderwoman Sutherland asked

if Mr. Williams from the Boys and Girls Club will be coming back and they too will need to sign a waiver. Mr. Graves stated yes. Alderwoman Sutherland stated the monies paid to the Town from the Boys and Girls Club, football team, and basketball fees need to be reviewed and some changes may need to be made with fees. Alderwoman Sutherland asked is there a set fee? Mr. Graves stated yes. Alderwoman Sutherland asked about changing the fees. Mr. Graves stated it's something to look at. Mrs. Wullenwaber stated she asked all the departments to look at their fee schedule and submit a better fee schedule if the fees need to be updated with the current market rate. Alderwoman Cooper had concerns about any new members have the language for the COVID -19 protocol in their membership package, and any existing members. Alderwoman Cooper asked will there be masks available at the Rec? Mr. Graves stated yes.

Ms. Snider from the Senior Center discussed the reopening, and the precautions when dealing with the senior adults. Alderman O'Garra asked if they would be looking at the cards on whether they had their shots, and suggested if they come in with the card and showed they had the shots then they could probably be within 6 feet distance and 75 percent capacity. Mrs. Wullenwaber stated the maximum capacity is 75 percent where as before it was only 10 people in a room. Mrs. Wullenwaber stated now it's based upon your occupancy but still maintain a 6-foot distance. Ms. Snider stated only occupancy is only 50. Alderwoman Cooper stated Ms. Regina Thompson-Xado helped many seniors receive their shots. Alderwoman Cooper stated being that a lot of them have been vaccinated we might need to consider what the guidelines would be for them. Mrs. Wullenwaber stated we will look at the guidelines. Alderwoman Sutherland stated we need to make sure we are not violating the HIPPA laws by asking for their cards. Mayor Pro tem Aziz stated we should not treat people differently based on the vaccinations, and need to do what the state laws say. Mayor Pro tem Aziz stated masks are still required. Alderwoman Cooper stated let them decide if they want to give their vaccination information then this allows them to be participating in more activities because they have been locked up in the house for a year. Alderwoman Jackson agreed we need to go by what the CDC says, and the governor. Mayor Pro tem Aziz asked Mrs. Wullenwaber if she recommends all town facilities to open? Mrs. Wullenwaber stated yes as long as we can get everything in place. Mrs. Wullenwaber explained we have to receive all the COVID supplies to reopen.

Action: Approval to reopen all Town facilities on May 3, 2021 with amendments and at the discretion of the Interim Town Manager.

Motion by: Alderwoman Sutherland

Second by: Alderwoman Cooper

Vote: Unanimous

Approval to appoint Interim Town Manager to Interim Finance Director

Mrs. Wullenwaber discussed the recently there was a prior motion to make the Interim Town Manager the Interim Finance Director who at the time Mr. Adam Lindsay was appointed. Mrs. Wullenwaber stated Mr. Lindsay is no longer with the Town, and at this time I would need to be appointed. Mrs. Wullenwaber stated the LGC is well aware of this action, and supportive. Mrs. Wullenwaber stated Ms. Gayle Tucker will continue to help with the Finance Director duties and resume her title as the Town's Accounts Payable. Mrs. Wullenwaber stated Nancy Medlin with the Cog is also helping with our financials. Alderwoman Jackson agreed with Mrs. Sutherland about hiring people with experience, and now we getting ready to take another position that is pertinent to the Town, a top position, and again putting someone that is inexperienced. Alderwoman Jackson stated she wanted it to be on recorded and noted that some of the Board members and the same Board members that said before we want people with job experience. Alderwoman Jackson stated again we are putting someone in a position with no prior experience. Alderman O'Garra had concerns with Mrs. Wullenwaber having no prior experience with budget, and the duties. Alderwoman Sutherland

expressed the LGC could take over the powers of the Board and Town if we don't adhere. Alderwoman Sutherland stated to the community the LGC will be here on April 26, 2021 Regular meeting and its open to the community. Alderwoman Sutherland stated to public to come out and see our bad fund balance. Alderwoman Sutherland stated we interviewed Samantha Wullenwaber and she has experience. Alderwoman Sutherland stated in the past we have hired inexperienced Finance Directors and paid them top tax dollars. Alderwoman Sutherland stated the Town's money has been depleted and in order for the LGC to continue to keep our powers; we need to have proper people in place. Alderwoman Cooper stated the LGC is in agreement with us that we take this action. Alderwoman Cooper stated we are being watched, and we need to make this move in order to move forward so we can make better financial decisions. Alderwoman Cooper stated we have Nancy Medlin guidance. Alderman O'Garra stated Mr. Lindsay was in favor or at least the Board did not know that Mr. Lindsay was in the process of buying a house in Fayetteville. Alderman O'Garra stated Mr. Lindsay came in and learned all our economic development. Mayor Pro tem Aziz stated this is not on our agenda. Alderman O'Garra stated he don't think Mrs. Wullenwaber should be taking instructions from someone in Fayetteville. Mayor Pro tem expressed the finance director should be under the town manager which was voted unanimously by the Board.

Action: Approval of the Resolution (2021) 5, appoint Interim Town Manager as the Interim Finance Director.

Motion by: Alderwoman Sutherland

Second by: Alderwoman Cooper

Vote: 3-2

YES

Mayor Pro tem Aziz
Alderwoman Sutherland
Alderwoman Cooper

No

Alderman O'Garra
Alderwoman Jackson

Mr. Charleston stated the Interim Town Manager is meeting with the LGC frequently, and the things going on with the Town, the Interim Town Manager did not create nor did Mr. Lindsay create it. Mr. Charleston stated the LGC is comfortable where we are now in terms on how we move forward.

Oath of Office

Mayor Pro tem Aziz administered the Oath of Office to Interim Finance Director, Samantha Wullenwaber.

Application for Recreation Advisory Committee

Ms. Melissa Pereira asked the Board to appoint Jami McLaughlin for the Recreation Advisory Committee.

Action: Approval to appoint Jami McLaughlin for the Recreation Advisory Committee with correction.

Motion by: Alderwoman Cooper

Second by: Alderwoman Jackson

Vote: Unanimous

Application for Military and Veterans Committee

Ms. Melissa Pereira asked the Board to appoint Joshua Maynard for the Military and Veterans Committee.

Action: Approval to appoint Joshua Maynard for the Military and Veterans Committee.
Motion by: Alderwoman Sutherland
Second by: Alderwoman Cooper
Vote: Unanimous

Alderwoman Cooper made a motion to go into closed session, seconded by Alderman O'Garra.

7. Closed Session

Pursuant to N.C.G.S § 143-318.11 (a)(6) - Personnel
Pursuant to N.C.G.S. § 143-318.11 (a)(1) - Privilege Information
Pursuant to N.C.G.S § 143-318.11 (a)(3) -Attorney Client Privilege

Mayor Pro tem Aziz made a motion, seconded by Alderwoman Cooper, to reconvene in open session.

Action: Approval of Ms. Melissa Pereira appointed to Interim Town Clerk.
Motion by: Mayor Pro tem Aziz
Second by: Alderwoman Cooper
Vote: 3-2

Yes
Mayor Pro tem Aziz
Alderwoman Jackson
Alderman O'Garra

No
Alderwoman Cooper
Alderwoman Sutherland

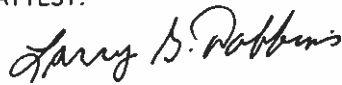
8. Adjournment.

Action: There being no further business to come before the Board, the meeting was adjourned 8:36 p.m.
Motion: Mayor Pro tem Aziz
Second by: Alderwoman Cooper
Vote: Unanimous



Melissa Pereira
Deputy Town Clerk

ATTEST:



Larry G. Dobbins
Mayor